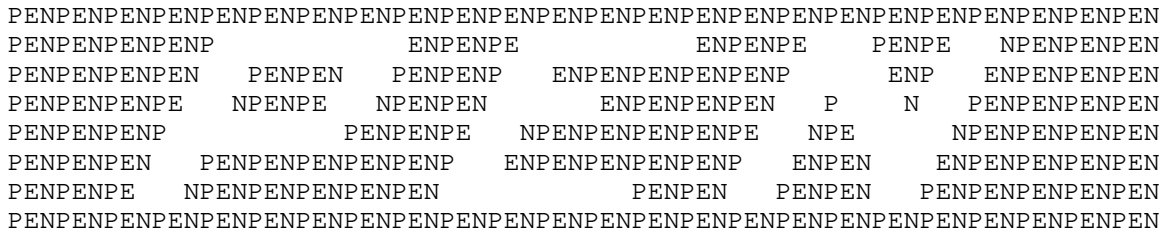

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This is the forty third edition of the Periodic Electronic Newsletter (PEN) for MCI Mail users assigned to Oppenheimer Software (MCI Mail agency NY4). You may respond to the PEN by typing ANSWER at the COMMAND; line that appears after you read this. This mailbox (218-0241) is toll free - you may write to it as often as you wish, at no charge! (Please note that you may order a toll free mail box - contact Oppenheimer Software for more information.)


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.....psst.... Pass the Word....
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A new toll free *fax* number is available for anyone wanting to set up accounts on MCI Mail:

1-800-I-WANT-MCI (1-212-787-2416 outside the USA)

The fax should include the name, address, phone and fax numbers of the requestor. Typically, the account will be activated the following business morning. To help the new subscriber, a four page fax will be returned with

the account information and basic starting instructions.

You can also use the NEWUSER script described below. However, this toll free fax number can be used by anyone with access to a fax machine.

Additionally, starting in mid September, a new toll free fax number - 1-800-945-7235 will be available as a for ordering application forms to be faxed directly to your fax machine.

As we said..... Pass the Word.

>>>>>>>>>>>>>>>>>>>>
NEED ANOTHER MAILBOX?
>>>>>>>>>>>>>>>>>>>>

The NEWUSER script has been used by hundreds of people to set their friends, associates and clients up on MCI Mail, add new mailboxes to existing accounts, or to request information on behalf of a colleague.

We are delighted to inform you that the NEWUSER script has been completely revised. The revisions are now allowing us to set mailboxes up quicker than ever, and to get the needed account information back to the new user within hours!

If you have a friend across town, or in another country who wants to benefit from electronic mail, or if you know of someone who tediously sends faxes out from a fax machine and is looking for a better way, or someone who sends letters and memos by overnight courier and would like to save some money, you can help them by introducing them to MCI Mail.

To use this feature, at the Command; prompt, type:

CREATE USING NEWUSER {ENTER}

Answer all questions, and follow the instructions at the end of the SCRIPT. You will be notified when the new mailbox/account is active.

Note. . . If you access MCI Mail via Lotus Express, or a LAN gateway, you may send the name, address and phone and fax number of the referral to mailbox 218-0241, or you may fax this information to 212-787-2416. We will contact them immediately and arrange for the account or mailbox.

>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
POSTSCRIPT NOW SUPPORTED ON FAX DISPATCH
>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

MCI Mail now understands PostScript.

Using the PostScript driver in your Word Processing, Desktop Publishing, graphics or spreadsheet program, you may now send graphics via MCI Mail Fax Dispatch to any group 3 fax machine in the world.

PostScript is a page description language found in many programs. Normally used in conjunction with laser printers, it creates a full page image and stores it to a file on your disk. When this file is sent to MCI Mail, it is converted to a fax format and sent to the destination fax.

Your message can include including varied fonts, different sized characters, pictures, lines, as well as shading. With the proper software, foreign characters (Cirillic, Hebrew, Japanese, etc.) can be sent to a fax.

To send a PostScript fax, you need a program capable of producing a PostScript file (such as a word processing program), and a communications program capable of uploading binary files to MCI Mail. If you are using communications programs like MCI Mail Express, Lotus Express, The Wire, CC:Mail, MS-Mail, NOTES, M-BRIDGE, etc., that capability is already built in. If you are using generic communications programs like Procomm, Smartcom, etc, you will need to become familiar with MCI Mails ZMODEM or KERMIT upload commands (please send a toll free message to MCI ID:234-9875 if you need these instructions).

Creating the PostScript file involves these steps:
1. Altering the PostScript driver in your program to create a file instead of printing the document to your printer. This is done only once.
2. Creating the document to be faxed.
3. Sending the file to MCI Mail as an attachment.

>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
Altering PostScript Printer Drivers
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In general, most printer drivers will give you the option of "writing" your documents to any of your printer ports, or to a disk file. You are going to alter your word processing program to include a PostScript printer driver that writes to a disk file. Once done, you will not need to do this step again.

Which driver? Look for the Apple II NTX printer driver. If your program does not have that driver, look for the Apple II NT driver. Lacking that, look for a driver that supports PostScript level 1.

For WordPerfect (V5.x)
1. Press {Shift-F7}
2. Select Choose Printer
3. Select Apple Laserwriter II/NT/NTX. If it does not appear, you will need to install it from your installation disks and run WordPerfect's INSTALL program.
4. Choose Edit
5. Choose Port, and then choose Other. When you are prompted for a file name, enter a path and filename that ends with a .PS, such as C:\MCIFAX.PS. You should also change the name of the printer driver, possibly to MCIFAX.

For Windows V3.0
1. From the Program Manager, open the group window containing the Control Panel (normally MAIN), and double click it.
2. Double click PRINTERS
3. Choose Add Printer>>
4. Select Apple LaserWriter II NT/NTX (or PostScript printer) and double click it
5. Choose Configure... and click on FILE:

6. Click on Setup... and then on Options...
7. In the header box, click on Down load each job.
8. Click on OK until "Active" appears in the Status box... click on OK
9. Close the Control Panel

Note... Windows V3.1 uses a similar procedure, although
a few of the prompts have different labels.

The Postscript printer will be available to most Windows applications. When you want to produce a PostScript fax, select File at the menu bar, then Printer Setup, and lastly, double click on PostScript Printer on File:. Enter a filename with a .PS extension, such as C:\MCIFAX.PS

To enable Windows applications to use available softfonts, edit your WIN.INI file by inserting softfont=1 on the line after [PostScript,FILE].

For MS Word (v5.5)
1. Make sure that the POSTSCRPT.PRD file is available on the disk. If it isn't, you need to install it from the MS Word PRINTERS disk by running the MS Word Setup program from the DOS prompt.
2. Run Word and open the desired file.
3. Press {ALT-F} to open the file menu and choose PRINT
4. In the Print Dialog box, choose PRINT SETUP
5. In the Print Setup Dialog Box, choose Printer file POSTSCRIPT.PRD
6. Press {ENTER} which will bring you back to the Print Dialog Box.
7. Tab down to select Print to File instead of Printer
8. When asked for a file name, enter a name ending with .PS, such as C:\MCIFAX.PS

>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
Creating the Document to be Faxed
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Once a printer driver has been altered to output to a file instead of the printer, you are ready to compose your document. MCI Mail Fax Dispatch allows you to use a variety of fonts, graphics characters and images.

When you have finished the document, select the "print" function, and make sure that the printer driver currently active is the PostScript driver discussed above. When the "printing" to disk has completed, you may exit your program and start up your communications software.

>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
Sending the file to MCI Mail as an attachment
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The final step is to send the file with the .PS extension to MCI Mail.

You should use your normal communications/e-mail program for addressing a fax as you normally do. If you do not know how to do this, please send a message to the toll free mailbox 234-9875, and specify the name of your communications software. The instructions will be e-mailed back to you the same day.

>>>>>>>>>>>>>>>
Let us show you
>>>>>>>>>>>>>>>

If you would like to view an example of a PostScript originated Fax message, please send your fax number (area code included) to MCI ID:218-0241. We'll fax a one page sample for your perusal.

>>>>>>>>>>>>>>>>>>>
PostScript Pointers
>>>>>>>>>>>>>>>>>>>

1. If you have a PostScript capable printer, try printing your document on it first. If it does not print properly on the printer, it will not work through Fax Dispatch either. If you do not have a PostScript printer, try using the DOS Type command to display the PostScript output file in your screen. A Postscript file will be a large ASCII file with many lines of printable code. If it is short, or contains non-textual data, it is not a PostScript file.

2. The file must be sent as an attachment to a message... not in the message itself. If it is included in the message, the recipient will receive a large fax with all of the PostScript commands instead of the image that you want them to get.

3. More than one PostScript image may be attached to a single message. Since PostScript is a page oriented language, all faxes are produced in increments of whole pages. You can not send a half page PostScript fax.

4. Any text in the message portion of the fax (meaning text that appears after your Subject: line, and not within the attachment) will be printed on a separate fax page from the PostScript document.

5. PostScript files can become quite large. They will take longer to upload than an ASCII version of the fax would normally take. Try to use a high speed modem (2400 MNP/5 or 9600 baud). Also, PostScript faxes require additional processing at MCI Mail before they can be sent to the destination fax, so there will be an additional delay until the processing is complete.

6. MCI Mail supports only "regular" PostScript - not Encapsulated PostScript (indented for passing image data between applications, not for printing).

7. A PostScript file should include a "header". If your application gives you the option of including or not including a header, ALWAYS include the header.

>>>>>>>>>>>>>>>
Trouble shooting
>>>>>>>>>>>>>>>

Almost all problems will be caused by one of the following:

1. The wrong print driver was used.

The Apple Laser Writer NTX/NT is the only print driver that will work reliably. MCI's service only supports PostScript level 1, other print drivers generate variations of PostScript that MCI Mail can not convert to fax.

2. The print file does not have a .PS extension.

MCI Mail uses the file extension to identify the file type and cannot do the proper conversion without this file tag. When printing to file, you must specify the file name in the form: .PS

3. The customer is using a Mac or a desktop publishing package that uses downloadable fonts.

MCI Mail supports the 26 standard PostScript fonts. Other, non PostScript fonts conflict with the conversion system and cause the document to be either rejected or reformatted.

>>>>>>>>>>>>>>>>>>>>
FROM RUSSIA WITH LOVE
>>>>>>>>>>>>>>>>>>>>

MCI Mail can now be accessed from Moscow via the MCI Mail Global Access service.

MCI Mail Global Access service provides a simple, high quality, low-cost gateway to MCI Mail from overseas locations. Access is only $0.50 per minute.

To reach MCI Mail from Moscow, dial 9715101.

Logging in:

1. Set your communications parameters to 7 data bits, even parity, 1 stop bit; if you intend to upload or download binary files, set the parameters to 8 data bits, no parity, 1 stop bit. Refer to the documentation supplied with your communications software or equipment for instructions on how to do this.

2. Dial 9715101 and wait for a connection

3. Press {ENTER} several times until a "#" prompt appears.

4. Type C and press {ENTER}. (What you type may not appear on your screen; this is normal. If you are accessing with your communications parameters set for binary file transfer as mentioned above, the prompts that you receive may not be legible; you will still follow these steps and will be able to read all prompts once you are logged onto MCI Mail.)

5. At the "CENTER:" prompt, type MCI,MAIL and press {ENTER}.
(Again, what you type may not appear on the screen.)

6. Enter your user name and password as you normally would. When you see "Connection initiated. . .Opened." or "COM", you are now logged

onto MCI Mail.

Users of Lotus/MCI Mail Express:

Insert the following connection string in the appropriate field
in the Communications Manager:
@d~~~~~~~~|~~|~~|~~|~~C~|{CENTER:}MCI,MAIL|
Be sure that the Protocol field is set to 'None.'

Please send a toll free message to MCI ID:234-9875 if you would like a complete listing of all of the world wide Global Access numbers.

>>>>>>>>>>>>>>>>>>>>
QUICKMAIL ON MCI MAIL
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If you use QuickMail, you can now communicate with your business associates, trading partners and customers worldwide from the convenience of your own workstation. With MCI Mail Gateway for QuickMail, you can exchange memos, files, and graphics with users outside of your QuickMail system, and even outside of your corporation.

Because every office has its unique requirements, MCI Mail Gateway for QuickMail offers flexible configurations. The gateway supports multiple MailCenters for groups of users or departments that require separate tracking of their messaging. And your users that already subscribe to MCI Mail can rely upon the gateway to support and access their familiar, existing MCI Mail accounts.

The MCI Mail Gateway for QuickMail lets you take full advantage of all the enhanced messaging services available from MCI Mail. Plus you can build main-enabled applications that streamline your business operations. The messaging services include:

Electronic Mail: Exchange text, graphics, even formatted business documents with other electronic mail users worldwide. Since the MCI Mail Gateway for QuickMail offers transparent unpacking of binary and MacBinary files, you can also exchange documents with associates who use IBM PCs or compatibles.

As an MCI Mail subscriber, you can communicate with users on all the private and public systems to which MCI is connected. Some of the private systems to which MCI links include: cc:Mail, Microsoft Mail, WordPerfect Office, PROFS, and ALL-IN-1. The public systems include Internet, CompuServe and the global X.400 community.

Fax: Send text and files straight from a workstation to any Group III fax machine worldwide. MCI -- not you -- performs the administrative tasks of sending fax messages: creating a cover page, dialing the fax number, retrying a busy number, even re-routing it to another address if necessary. And you can personalize your correspondence with signatures and letterheads.

Paper:Send letters, proposals and more for worldwide postal or courier delivery. MCI will laser print letters on quality bond paper and prepare them for the selected method of delivery just moments after you have transmitted them to MCI Mail. And like the fax service, you can personalize the letters with signatures and letterheads.

Telex: Communicate with the telex community from the convenience of your workstation. As an MCI Mail subscriber, your company is assigned a telex number and answerback automatically.

MCI Mail Gateway for QuickMail supports connection strings that allow all of your networked users to access the MCI Mail, regardless of where they are located. Your users can access the gateway from over 25 countries where MCI Mail Global Access(sm) is available, and from over 90 countries where access to MCI Mail via a local packet switch service is available. The gateway even supports modem pools, allowing your users that share modems to access MCI Mail with ease.

The MCI Mail Gateway for QuickMail gives you the power to control your company's messaging requirements. You can configure the gateway to connect to MCI Mail based on the number of messages in queue, presence of urgent messages, or by time and days of the week. The gateway also provides log options by gateway status, message status and gateway reports. Each user may also be assigned a predefined billing code for charge backs.

System Requirements:
==========
Minimum Server Configuration: Mac SE, 2MB RAM, System 6.0.5 recommended
Server Configuration: Macintosh SE/30, IIcx or greater, 4 MB or greater, System 7.0 or greater. QuickMail version 2.5 and 2.6.

Cost: $295.00

Please send a toll free message to 234-9875 for more information.

>>>>>>>>>>>>
X.400 UPDATE
>>>>>>>>>>>>

MCI has just enhanced MCI's X.400 service. These enhancements are:
- Modification to X.400 labels
- Modification to Character Conversion
- Mapping of X.400 priority to MCI Mail priority

Modification to X.400 Labels
==========

MCI Mail will be accepting and displaying the X.400 Originator/Recipient (O/R) name labels according to the CCITT/ISO standards in addition to the labels currently supported.

| O/R Name Component | Current Label | New Labels |
|---|---|---|
| Country Name | C | C |
| Administration Domain | - | A |
| Private Domain | PR | P |
| Organization Name | OR | O |
| Organization Unit | UN | OU1, OU2, OU3, OU4 |
| Surname | SU | S |
| Given Name | GI | G |

| | | |
|---|---|---|
| Initials | IN | I |
| Generation Qualifier | GE | Q |
| Domain Defined Attributes | DDA | DDA |

MCI Mail will continue to support both the old and the new labels for messages sent from MCI to X.400 users. Messages coming into MCI from X.400 will utilize the new labels ONLY.

What does this mean to you? This means that any MCI proprietary system which utilizes directory mapping could be affected and thereby requiring directory entry changes.

The following demonstrates what an X.400 address will appear as before and after this release.

| Before this release: | After |
|---|---|
| From: Fred Smith | From: Fred Smith |
| EMS: DIGITAL / MCI ID: 333-3333 | EMS: DIGITAL / MCI ID: 333-3333 |
| MBX: SU=SMITH | MBX: S=SMITH |
| MBX: GI=FRED | MBX: G=FRED |
| MBX: OR=DIGITAL | MBX: O=DIGITAL |
| MBX: UN=US | MBX: OU1=US |
| MBX: UN=OGE | MBX: OU2=OGE |

## 2. Modification to Character Conversion

Until now, X.400 addresses containing (,) or @ were passed through by MCI Mail to the destination system. In an effort to comply with the NIST standards for Character Conversion, MCI will implement the conversions for both left and right Parentheses "()" and the Ampersand "&". In the updated Character Conversion table, the left and right parenthesis and the Ampersand will appear to the X.400 world in the converted form.

| Character | Will appear as: |
|---|---|
| L. Parenthesis ( | (l) |
| R. Parenthesis ) | (r) |
| Ampersand & | (046) |

Two LAN systems that will require addressing changes are DaVinci Mail and cc:Mail. Below are examples of the addresses and how it will "look" to the X.400 community:

For example, a DaVinci address that had previously been:

S=TESTER5
A=MCI
C=US
DDA=EMS=MCI OA DaVinci Support
DDA=MBX1=TESTER5 . DVSEMAIL (a) MCIOAMHS (TESTER5)

will now become:

S=TESTER5

A=MCI
C=US
DDA=EMS=MCI OA DaVinci Support
DDA=MBX1=TESTER5 . DVSEMAIL (a) MCIOAMHS (l)TESTER5(r)

3. Mapping of X.400 Priority to MCI Mail Priority
==========

MCI Mails X.400 system will now flag X.400 messages sent to MCI user with a X.400 priority of URGENT as an ONITE message. For all users this means that the message will have the **PRIORITY in the header and for Express users this means that X.400 messages sent to them with an URGENT priority will appear in their mailbox listing with a *.

>>>>>>>>>>>
POWER USER
>>>>>>>>>>

1. Want to know how long you've been logged onto Dow Jones? Enter: //USAGE. A tally of the services used, and the minutes per service will be displayed.

2. Going on vacation? You can use the AutoForward feature to forward incoming messages to an associates mailbox, or to someones fax machine. Simply log into MCI Mail interactively, and type ENTER AUTOFORWARD {Enter} followed by CREATE {Enter}. Follow the prompts and entered the requested information. Its the perfect way to make sure that nothing falls through the cracks.

3. Remember.....your friends and family can now subscribe to MCI Mail by faxing:

1-800-I-WANT-MCI

>>>>>>>>>>>>>>
TILL NEXT TIME
>>>>>>>>>>>>>>

Gary.....
MCI Mail Agency NY4
MCI ID# 218-0241
Fax: 212-787-2416
Telex: 6502180241
Tel No. 212-724-9785

| | | | |
|---|---|---|---|
| Gary Oppenheimer | Sales Office | 212-724-9785 | MCI ID:218-0241 |
| Carol Hayes | Customer Support | 301-695-5378 | MCI ID:234-9875 |
| MCI Mail NY4 | Fax Number | 212-787-2416 | |